



## HSIP PROGRAM INFORMATION - FOR STUDENTS

The High School Internship Program (HSIP) is one of the Mayor's initiatives that is administered by the DC Department of Employment Services (DOES). The Winter 2016 recruitment period for high school interns (December 2016 to January 2017) is under way and eligible students are encouraged to apply. Space in the program is limited, and interns are selected through a competitive process.

Some students who participate in the HSIP may qualify to receive academic credit that will count towards their graduation requirements. Students must complete their required community service hours before they are eligible to receive compensation. Students who wish to receive academic credit should consult with their School Counselor. Students will not be permitted to receive payment **AND** receive academic credit/ community service hours.

## APPLICATION AND SELECTION PROCESS

- Submit a completed application package during the recruitment period, beginning Monday, November 28, 2016 to Friday, December 16, 2016. The application criteria can be found at [www.youthjobs.dc.gov](http://www.youthjobs.dc.gov).
- Participate in an interview session.
- Candidates are evaluated on their academic record, application package, and interview.

## ELIGIBILITY REQUIREMENTS

- > Must be a DC resident
- > District of Columbia High School Senior
- > Minimum 2.5 GPA
- > Meet the requirements of the Workforce Innovation and Opportunity Act (WIOA)

**For more information, contact the Office of Youth Programs:**

Phone: 202-698-3492 • Website: [www.youthjobs.dc.gov](http://www.youthjobs.dc.gov) • Email: [youthjobs@dc.gov](mailto:youthjobs@dc.gov)

**Return completed packet to:**

4058 Minnesota Avenue, NE, 2nd Floor - Office of Youth Programs • Washington, DC 20019